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COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

U.S. Department of Agriculture
and State Agricultural Colleges,
Cooperating.

States Relations Service,
Office of Extension Work,
North and West,
Washington, D. C.

HOME DEMONSTRATION WORK. off. ext work with women 37

SUGGESTIONS FOR ORGANIZATION OF FOOD EMERGENCY WORK WITH
WOMEN IN ACCORDANCE WITH PROJECT ON
HOME ECONOMICS EXTENSION WORK BY MEANS OF HOME DEMONSTRATION
AGENTS AND EMERGENCY HOME DEMONSTRATION AGENTS."

The plan which follows is based upon the fundamental idea that all of the food emergency work with women proposed under the Act of Congress (H.R. 4188) providing further for the National security and defense by stimulating agriculture and facilitating the distribution of agricultural products and for increasing food production and eliminating waste, supplemental to the regular work under the Federal Agricultural Extension Act of 1914 (Smith-Lever Act), shall be conducted by workers resident in the stated district, county or city where the work is to be done, and supervised by a State Home Demonstration Agent and such assistants as shall be deemed advisable. All work shall be conducted under the terms of the general Memorandum of Understanding, signed by the State College of Agriculture and the U. S. Department of Agriculture. (See Chart I). The correlation of this work with other food production and conservation activities is shown in Chart II.

Three suggested plans of organization are presented to meet varying local conditions:

- Plan I. Where there is a Farm Bureau or other county organization, a County Agent, and a Home Demonstration Agent.
- Plan II. Where there is a Farm Bureau or other county organization, and a County Agent, but no Home Demonstration Agent.
- Plan III. Where urban work is to be organized independently of the Farm Bureau or other county organization.

CHART I.

SUGGESTIONS FOR ORGANIZATION OF

STATE, COUNTY AND URBAN HOME ECONOMICS EXTENSION WORK

BY MEANS OF HOME DEMONSTRATION AGENTS AND EMERGENCY HOME DEMONSTRATION AGENTS

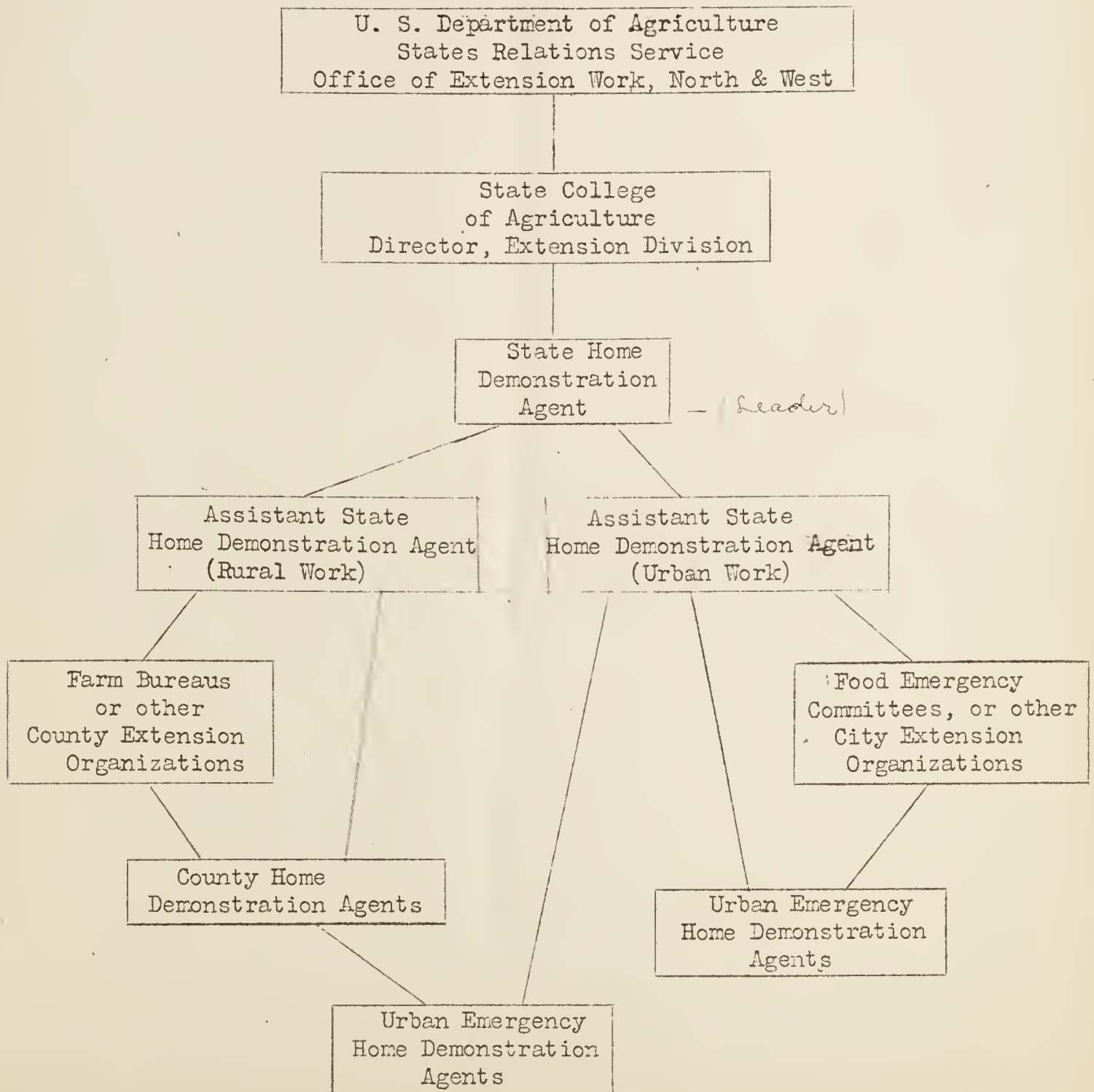
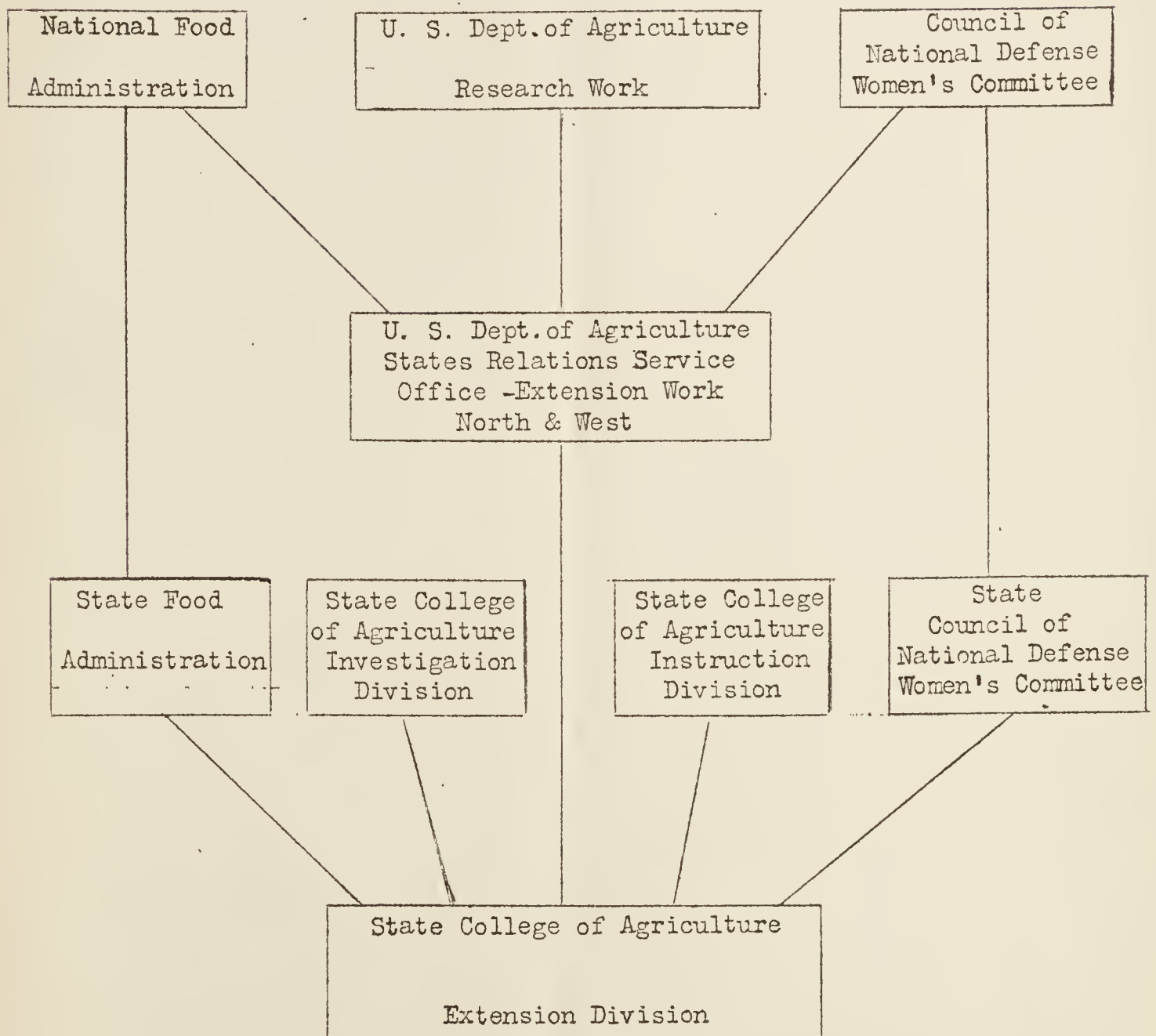


CHART II.

SUGGESTED CORRELATION OF NATIONAL AND STATE
FOOD CONSERVATION WORK, IN THE WAR EMERGENCY



PLAN I. WHERE THERE IS A FARM BUREAU OR OTHER COUNTY ORGANIZATION, A COUNTY AGENT, AND A HOME DEMONSTRATION AGENT.

RURAL.

The previous plan for rural work would probably be continued with such assistants to the home demonstration agent and such modifications in subject matter as are indicated in the project.

URBAN.

When urban work is undertaken within the county, its organization will depend upon the size and number of the cities and towns and the previous relationships between urban and rural districts. If there are several small cities and towns within the county and close relationships exist between urban and rural districts, it will probably be preferable that urban work be organized as an integral part of the farm bureau activities, with the urban agent working under the direction of the county home demonstration agent and an executive committee on city emergency work organized under the farm bureau and with representation on the farm bureau executive board. (See Chart III)

CONNECTION
WITH
FARM BUREAU.

If one or more large cities are within the county and their problems seem distinct from rural problems, it will probably be preferable to have an entirely separate organization for urban work as outlined in Plan III. Cooperation with the county work and a certain amount of affiliation with it would seem desirable, however, especially in the initial organization, because of the experience of the county workers in the organization of home demonstration work, and their already established close connection with the State agricultural college and its extension activities.

My dear Mr. [Name],
I have just received your letter of the 12th inst. and am
glad to hear that you are well. I am
also well and hope this finds you the same.
I have not much news to write at present.
I am, Sir, very respectfully,
Your obedient servant,
[Signature]

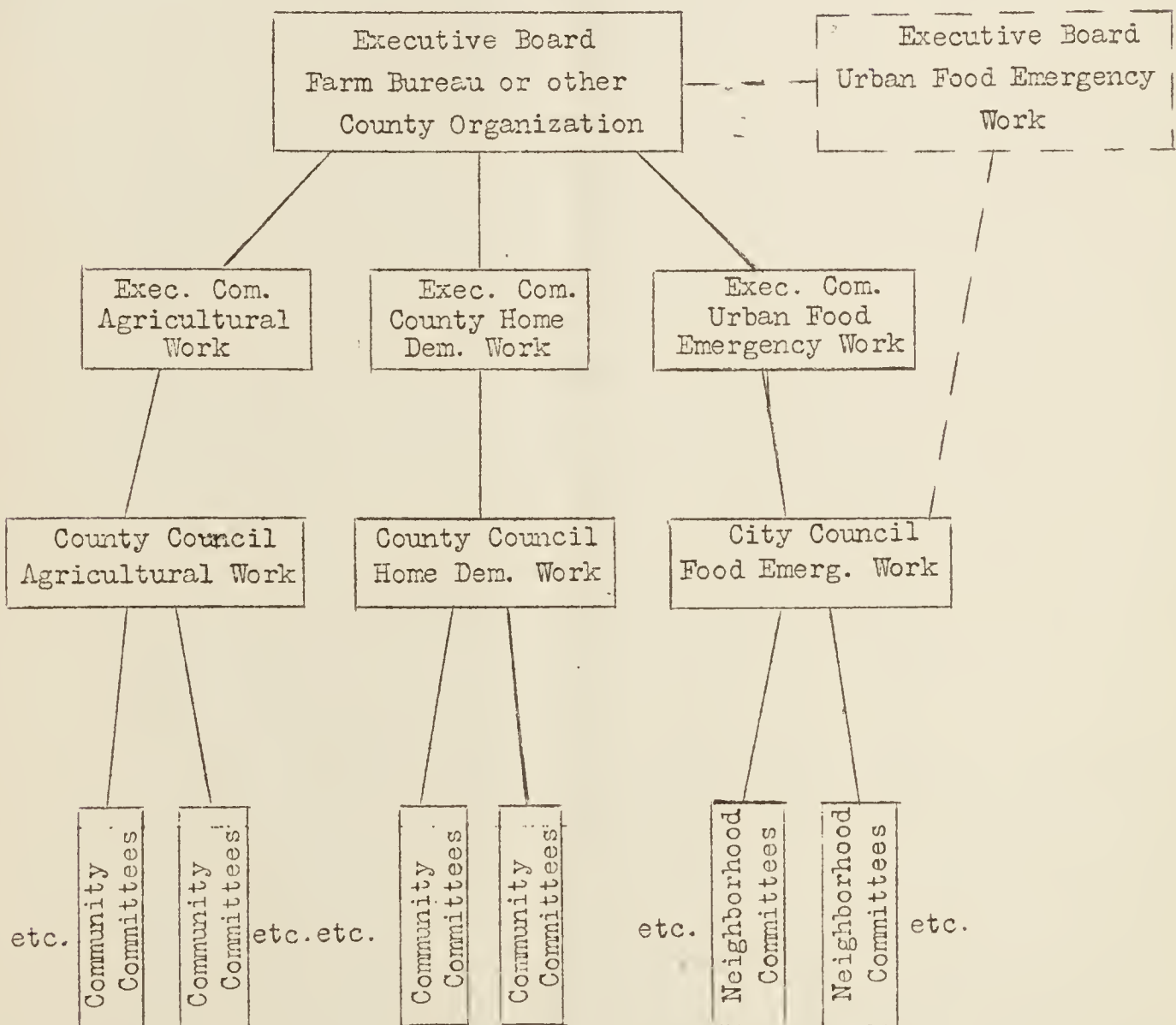
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I am, Sir, very respectfully,
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I have not much news to write at present.
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CHART III.

SUGGESTIONS FOR COMMITTEE ORGANIZATION FOR URBAN FOOD EMERGENCY WORK

IN A COUNTY WHERE THERE IS A FARM BUREAU OR OTHER
COUNTY ORGANIZATION, A COUNTY AGENT AND A COUNTY HOME DEMONSTRATION AGENT.



The membership of this Executive Committee or Board might be such as to secure volunteer community leadership along lines of:

- (1) Organization and Relationships.
- (2) Publicity and Finance.
- (3) Demonstrations and Exhibits.

and any of the following campaigns might be especially emphasized locally:

MEMBERSHIP
OF
EXECUTIVE
COMMITTEE

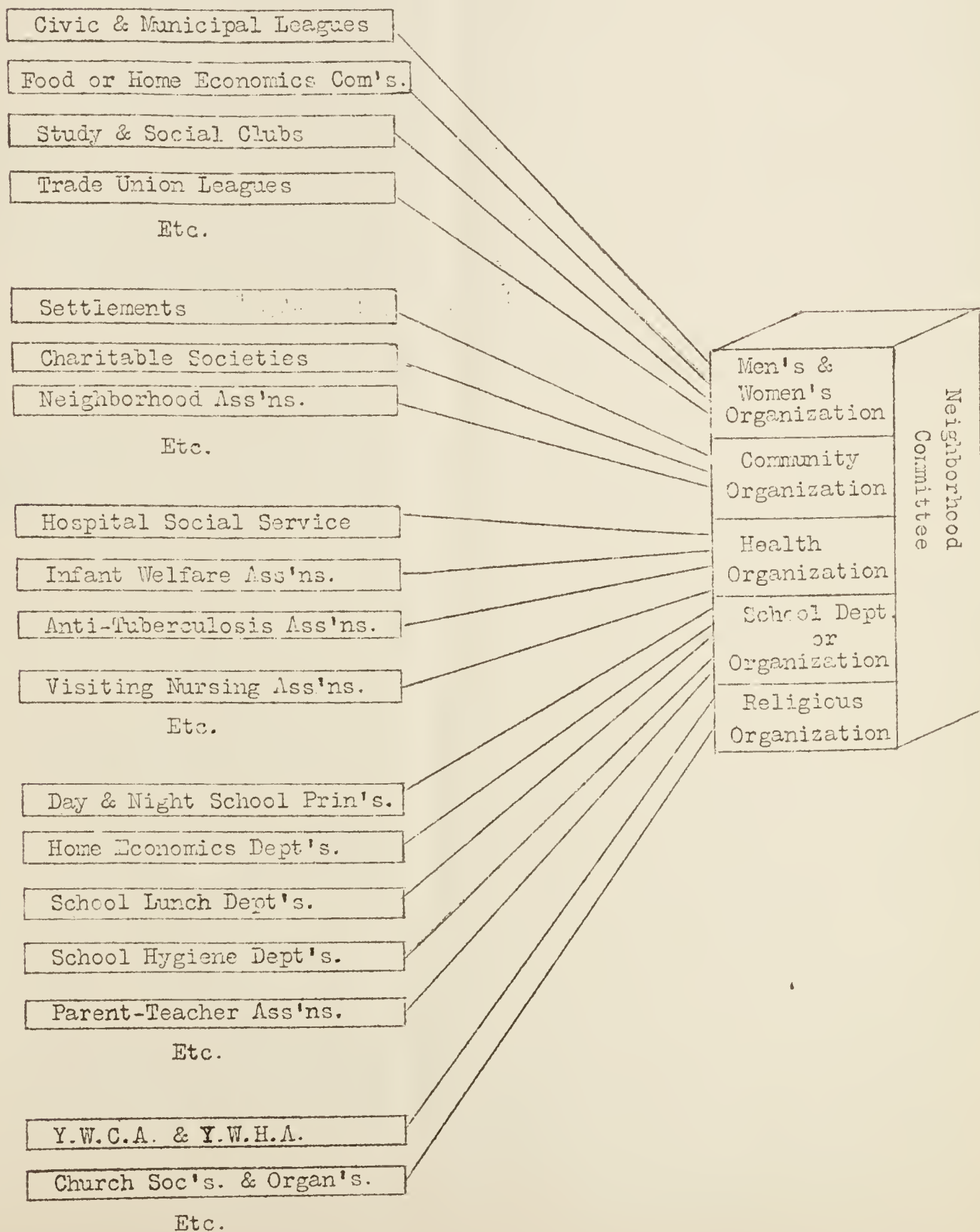
- (1) Increased Food Production.
- (2) Use of Perishables and Local and Unusual Foods.
- (3) Conservation of Special Foods (Wheat, Meat, Fat, etc.)
- (4) Preservation of Food.
- (5) Elimination of Waste.
- (6) Adequate Diet and Health.

A rapid survey of community needs, resources and possibilities might first be made by the executive committee and the emergency home demonstration agent, and an outline map prepared to show natural neighborhood lines, food education work already in progress and food education work to be undertaken. The city can then be divided into neighborhood units in which separate work can be organized under local control in the same way that separate projects are carried on in the various rural communities within a county. These city neighborhood divisions should be as large as practicable, in order to lessen organization machinery.

Neighborhood committees of from three to five may be appointed in each neighborhood division. Preferably each committee should have representation from each of the following organizations active within the district: a health organization, a community organization, a women's or men's organization, a school department or organization, and a religious organization. (See Chart IV). In addition the committee members should have such personal qualifications and interests as will secure local leadership in organization and publicity and in the various campaigns to be undertaken under the special leadership of

CHART IV.

SUGGESTIONS FOR ORGANIZATION OF URBAN NEIGHBORHOOD COMMITTEES
FOR FOOD EMERGENCY WORK.



the executive committee. The full membership of these neighborhood committees may be appointed by the executive committee, or only the local chairman may be appointed by the executive committee and she be allowed to select the other members of her committee, or one or more persons in each division may be appointed to select committee members, the selection of chairman being left to the committee when organized.

MEMBERSHIP
OF
CENTRAL
COUNCIL

Under the leadership of the chairman of the executive committee, the chairmen of the neighborhood committees may be organized into a central council which will attempt to coordinate local activities, and will act in a suggestive and advisory capacity to the executive committee and the emergency home demonstration agent. (See Chart V).

COMMITTEE
FUNCTIONS

To the neighborhood committees may be left the responsibility for initiating plans for especially needed local work, and carrying out locally any general plans authorized by the executive committee

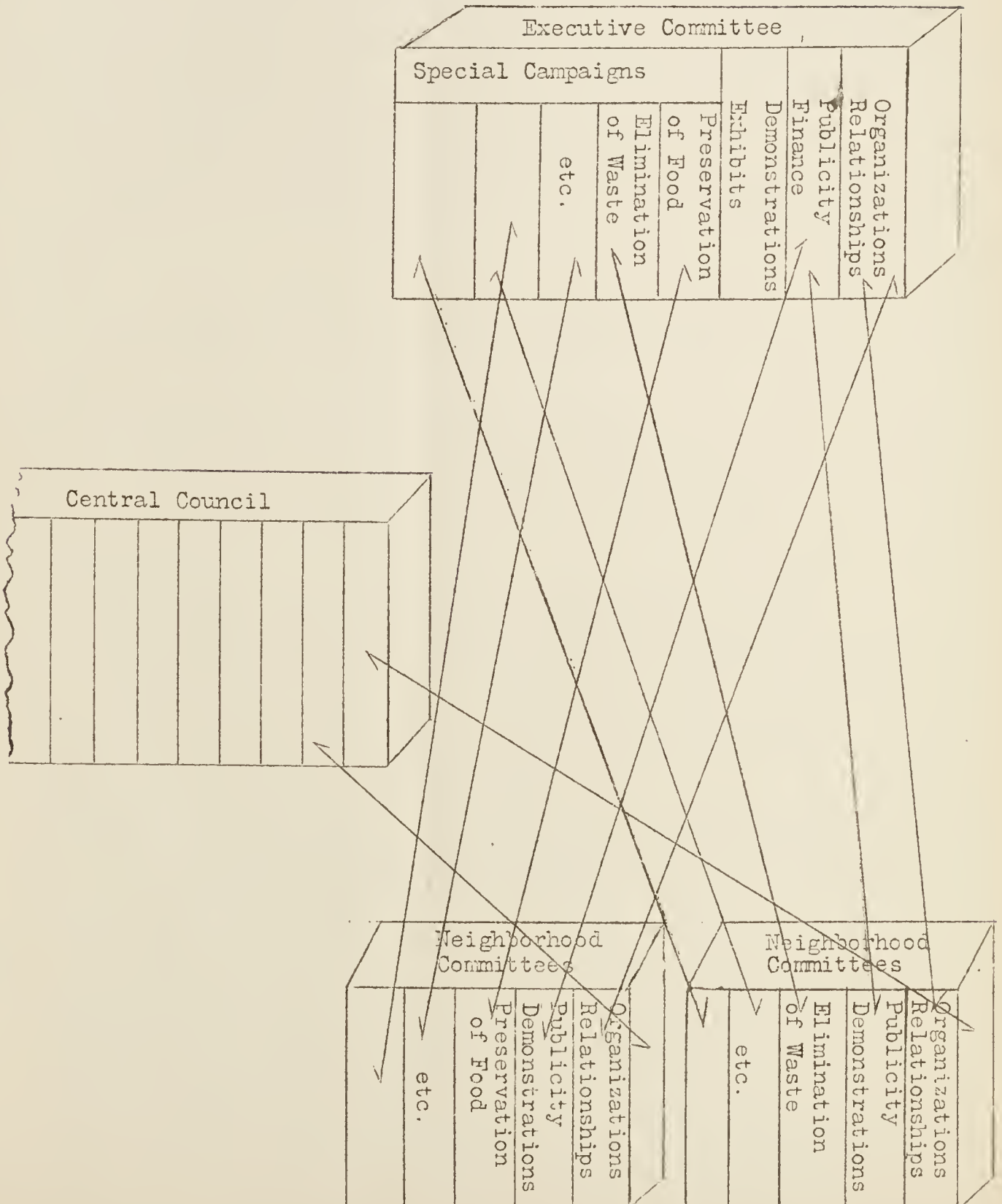
Under the control of the executive board of the farm bureau, or independently of it if so organized, the executive committee would make general plans for the conduct of the urban work by the emergency home demonstration agent, in cooperation with the neighborhood committees and under the general control of the State home demonstration agent. These plans should be coordinated with those for the work of the county home demonstration agent.

The executive committee would also provide special leadership for the various campaigns to be undertaken, and try to set the standard for the general excellence of food emergency work throughout the city.

A member of the executive committee may be selected to receive and disburse funds for city work, or especially if the work be under-

CHART V.

SUGGESTIONS FOR ORGANIZATION
OF COMMITTEE RELATIONSHIPS (URBAN AND RURAL)
FOR FOOD EMERGENCY WORK.



taken in cooperation with the farm bureau, the treasurer of the farm bureau may be used for this work.

WORK
OF
HOME
DEMON-
STRATION
AGENT

The following are suggested as desirable activities for the home demonstration agent, and her paid and volunteer assistants:

- (1) Distribution of accurate and authoritative information concerning national, state, and local food production and conservation plans.
- (2) Direction of committee organization and plans.
- (3) Cooperation with plans of executive and neighborhood committees

for:

- (a) Demonstrations and lectures before groups of women and men, preferably groups from which volunteer leaders can be drawn.
- (b) Training course in the principles of food conservation and demonstration methods for home economics teachers and others who can be utilized later for lectures, demonstrations, and individual home instruction.
- (c) A less intensive training course in food conservation by demonstration, for workers in social and health agencies who as part of their regular work have opportunity to give food advice.
- (d) Organization of groups for instruction by demonstration method. Assignment of leaders and supervision of instruction given.
- (e) Preparation of exhibits to be used in interesting people in food conservation and in arousing interest in the demonstration groups.

SPECIAL
EMERGENCY
WORK

If urban or county funds are not available for the co-operative support of urban food emergency work, emergency home demonstration agents paid wholly by the Department and College may be assigned to undertake as much of the above work for as long a period of time as seems to the best interest of food production and conservation.

PLAN II. WHERE THERE IS A FARM BUREAU OR OTHER COUNTY ORGANIZATION AND A COUNTY AGENT BUT NO HOME DEMONSTRATION AGENT.

RURAL

Where there is a farm bureau and county agent but no home demonstration agent, the state home demonstration agent may visit the county, and working with the county agent and through the farm bureau, meet with representatives of women's organizations from various parts of the county, and inform them regarding the plans for Food Emergency Work and the hope that it may be undertaken co-operatively as a permanent part of the Farm Bureau activities.

PRELIMINARY
ORGANIZATION

COMMITTEE
ORGANIZATION

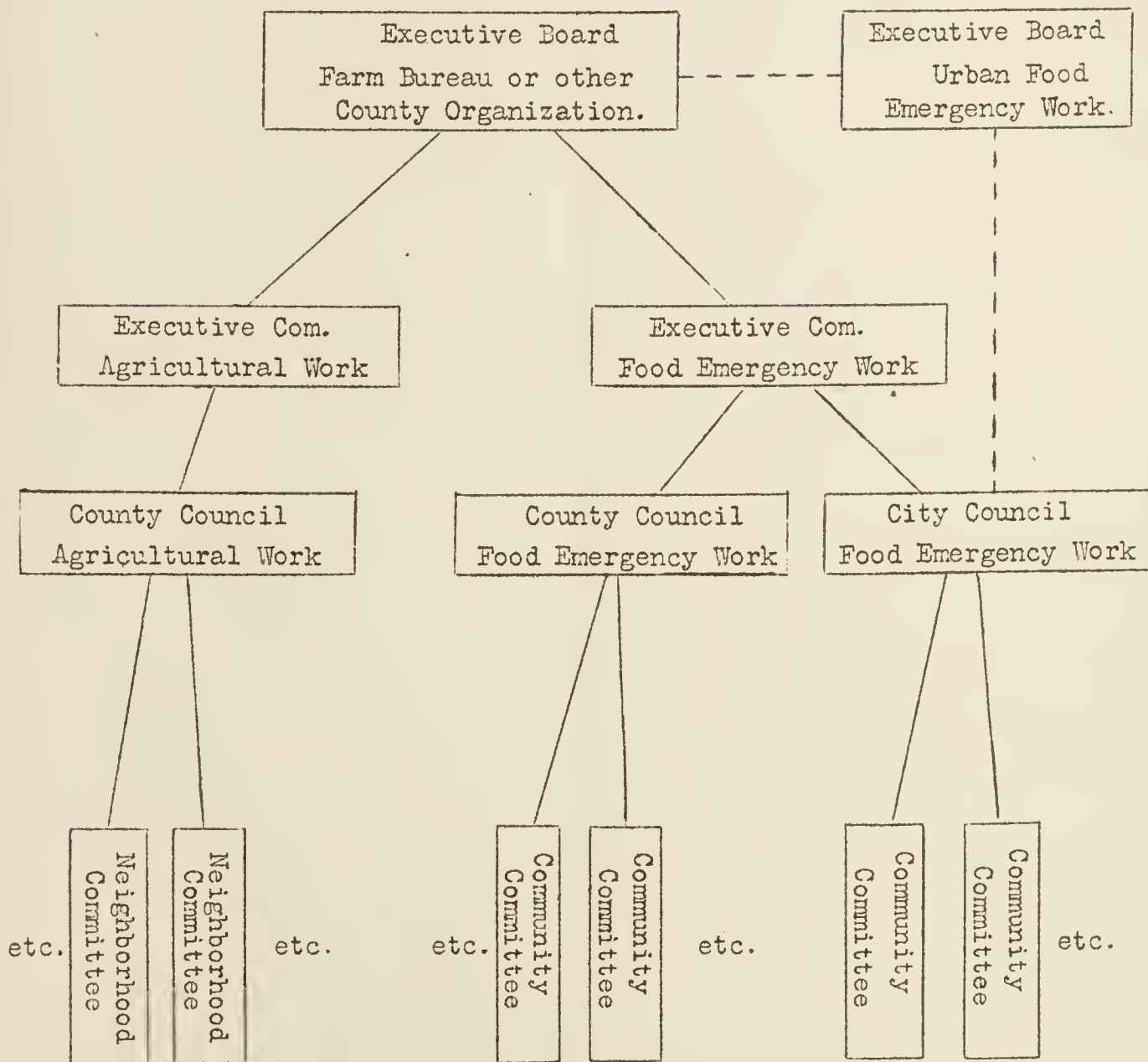
From these organizations an executive committee or organizing committee may be formed by the farm bureau, the members being selected according to location and according to qualifications for leadership along special lines to be emphasized. This committee, under the direction of the executive board of the bureau, may form local community committees of five, using the same county divisions and the same methods of choice followed in the organization of men's committees, and selecting for membership women who will represent various community organizations and who will be of such personal qualifications and interests as shall secure local leadership along the lines to be emphasized in the food emergency work.

The chairmen of these community committees would form a council on food emergency work whose functions would be the same as that of the council on agricultural work. (See Chart VI).

The general direction of the home demonstration work would be under the executive board of the farm bureau and the state home demonstration agent. Every effort should be made by them to build up this department in such a way as will later make it a permanent part of the county extension work, whether undertaken at the begin-

CHART VI.

SUGGESTIONS FOR COMMITTEE ORGANIZATION OF RURAL AND URBAN EXTENSION WORK
WITH WOMEN IN A COUNTY WHERE THERE IS A FARM BUREAU OR OTHER COUNTY ORGANIZATION
AND A COUNTY AGENT BUT NO HOME DEMONSTRATION AGENT.



ning as a cooperative project or as a special emergency undertaking supported under State and Department funds.

URBAN

Same as urban plan under (I) except if there be no county home demonstration agent, the initial connection with the farm bureau would probably be less close and the organization of the city work would be more fully directed by the State leader of home demonstration agents.

PLAN III. WHERE URBAN WORK IS TO BE ORGANIZED INDEPENDENTLY OF THE FARM BUREAU OR OTHER COUNTY ORGANIZATION.

RURAL
AND
URBAN

Where the county is largely urban, or where there is no farm bureau or other county organization and no paid county workers, local organization, and if possible, local support will be in the hands of a specially appointed organizing committee working in connection with a food conservation or other specially interested committee, under the direction of the State leader of home demonstration agents. This organizing committee may form local committees along the lines suggested above. The chairman of these committees would form a central council and later from the central council might be chosen the executive committee. (See Chart VII). The general plan of food emergency work and committee organization would be the same as that described in Plans I and II. Funds would be received and disbursed by the executive committee through one of its members appointed to act as treasurer.

